

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Annual meeting of the Council held on
Thursday, 16 May 2019 at 2.00 p.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chairman
Councillor Anna Bradnam – Vice-Chairman

Councillors: John Batchelor, Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott,
Dr. Martin Cahn, Nigel Cathcart, Grenville Chamberlain,
Sarah Cheung Johnson, Gavin Clayton, Graham Cone, Dr. Claire Daunton,
Clare Delderfield, Sue Ellington, Peter Fane, Neil Gough, Jose Hales,
Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon,
Peter McDonald, Brian Milnes, Judith Rippeth, Deborah Roberts, Nick Sample,
Bridget Smith, Hazel Smith, Peter Topping, Dr. Aidan Van de Weyer,
Bunty Waters, Heather Williams, John Williams, Eileen Wilson and Nick Wright

Officers:	Patrick Adams	Senior Democratic Services Officer
	Susan Gardner-Craig	Interim Corporate Services Director
	Mike Hill	Interim Chief Executive
	Kathrin John	Democratic Services Team Leader
	Peter Maddock	Deputy Head of Finance
	Rory McKenna	Deputy Head of Legal Practice
	Bob Palmer	Interim Executive Director

1. ELECTION OF CHAIRMAN OF THE COUNCIL 2019/20

Councillor Dr. Douglas de Lacey, the outgoing Chairman of the Council, withdrew from the Chamber prior to this item.

The Interim Chief Executive invited nominations for the office of Chairman of the Council for the 2019/20 Civic Year.

On the nomination of Councillor Bridget Smith, seconded by Councillor Nigel Cathcart, and there being no other nominations, Council

RESOLVED:

That Councillor Dr. Douglas de Lacey be elected as Chairman of the Council for the 2019/20 Civic Year.

Councillor Dr. de Lacey read out and signed the declaration of acceptance of office.

Councillor Dr. de Lacey thanked Members for their continuing support and confidence in him. He also expressed his gratitude to his wife, Penny, for her support during his first year in office. Councillor Dr. de Lacey advised that his charities for the coming year would continue to be the Trussell Trust and the Carers Trust.

2. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL 2019/20

The Chairman invited nominations for the appointment of Vice-Chairman of the Council for the 2019/20 Civic Year.

Councillor Anna Bradnam was nominated by Councillor Dr. Aidan Van de Weyer and this

nomination was seconded by Councillor Deborah Roberts.

There being no other nominations, Council

RESOLVED:

That Councillor Anna Bradnam be appointed Vice-Chairman of the Council for the 2019/20 Civic Year.

Councillor Bradnam read out and signed the declaration of acceptance of office.

Following her appointment, Councillor Bradnam expressed her gratitude to Members for their continuing support.

3. APOLOGIES

Apologies for absence were received from Councillors Philip Allen, Henry Batchelor, Philippa Hart, Pippa Heylings, Mark Howell, Tony Mason, Dawn Percival and Dr. Ian Sollom.

4. DECLARATIONS OF INTEREST

A declaration of interest was made as follows:

- Councillor John Batchelor declared a non-disclosable pecuniary interest in item 17 (Ermine Street Housing Limited and Shire Homes Lettings Limited) in his capacity as one of the Council's representatives on the Ermine Street Housing Limited Board and indicated that he would not participate in discussion and voting on the item.

5. REGISTER OF INTERESTS

Members were reminded that they needed to update their Register of Interests whenever their circumstances changed.

6. MINUTES

6 (a) Extraordinary Meeting - 21 February 2019

The minutes of the Extraordinary meeting of the Council held on 21 February 2019 were confirmed as a correct record for signature by the Chairman.

The Chairman noted that confidential minutes of the meeting (containing exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)) were set out at item 26 on the agenda and would be considered later in the meeting.

6 (b) Ordinary Meeting - 21 February 2019

The minutes of the ordinary meeting of the Council held on 21 February 2019 (pages 5 – 33) were confirmed as a correct record for signature by the Chairman.

7. ANNOUNCEMENTS

Councillor Bridget Smith, the Leader of the Council:-

- Reminded Members that the Parklife event would be taking place at Milton Country Park on 19 May 2019 and leaflets were available if anyone needed further information about the day.
- Reported that she had been appointed as an LGA peer mentor for two local authorities, namely Vale of White Horse and South Oxfordshire District Councils, both of which were located along the CamOx corridor.

8. **POLITICAL PROPORTIONALITY AND ALLOCATION OF SEATS TO COMMITTEES FOR 2019/20**

Council considered a report which sought approval to the establishment of committees; the allocation of seats on committees and the appointment of members and substitute members to committees. The report additionally requested the Council to appoint the Chairmen and Vice-Chairmen of committees and to re-appoint the Lead Independent Person and Deputy Independent Person for a further two-year term of office, subject to annual ratification.

Details of the nominations for committees, substitute places and committee chairmen were tabled at the meeting. The allocation of seats included a proposal for the Liberal Democrat Group to continue to cede a seat to Councillor Dr. Douglas de Lacey on each of the Civic Affairs and Cambridge Fringes Joint Development Control Committees. Whilst this technically upset the political balance requirements, these appointments could be made by the Council provided that no Councillor voted against the alternative arrangements.

Councillor Bridget Smith, the Leader of the Council, moved and Councillor Dr. Aidan Van de Weyer, seconded the approval of the recommendations in the report.

The Chairman of the Council received confirmation that no Member of the Council had objections to any of the recommendations.

Council, by affirmation

RESOLVED:

To approve:-

(a) The allocation of seats on committees, joint and advisory committees as follows:

Ordinary Committees:

Committee	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Civic Affairs	9	2	6	0	1
Audit and Corporate Governance	7	2	5	0	0
Employment and Staffing	7	2	5	0	0
Licensing	14	3	9	1	1

Planning	11	3	7	1	0
Scrutiny and Overview	14	3	9	1	1
Total	62	15	41	3	3

Joint and Advisory Committees

Committee	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Joint Development Control Committee – Cambridge Fringes	6	2	4	0	0
Climate Change and Environment Advisory Committee	7	2	5	0	0
Grants Advisory Committee	5	1	4	0	0

(b) The nominations of the Political Group Leaders/Independent Group Convenor to seats on committees and joint bodies, as set out below:

Audit and Corporate Governance Committee

Liberal Democrat	Conservative	Independent	Labour
1. Tony Mason 2. Nick Sample 3. John Batchelor 4. Eileen Wilson 5. Brian Milnes	1. Mark Howell 2. Heather Williams		

Substitutes in hierarchical order

1. Clare Delderfield 2. Dawn Percival	1. Nick Wright 2. Bunty Waters 3. Tom Bygott 4. Peter Topping 5. Grenville Chamberlain		
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Civic Affairs Committee

Liberal Democrat	Conservative	Independent	Labour
1. Claire Daunton 2. Henry Batchelor 3. Martin Cahn 4. Bridget Smith 5. Aidan Van de Weyer	1. Peter Topping 2. Mark Howell	1. Douglas de Lacey (<i>seat accepted from Liberal Democrats</i>)*	1. Nigel Cathcart

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Bill Handley 2. Geoff Harvey 3. Steve Hunt 4. Eileen Wilson	1. Bunty Waters 2. Nick Wright 3. Tom Bygott 4. Sue Ellington 5. Graham Cone		Gavin Clayton

Employment and Staffing Committee

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Dawn Percival 3. Sarah Cheung Johnson 4. Claire Daunton 5. John Williams	1. Mark Howell 2. Peter Topping		

Substitutes in hierarchical order

1. Claire Delderfield 2. Peter McDonald.	1. Sue Ellington 2. Graham Cone 3. Nick Wright 4. Heather Williams 5. Bunty Waters		
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Licensing Committee

Liberal Democrat	Conservative	Independent	Labour
1. Anna Bradnam 2. Eileen Wilson 3. Clare Delderfield 4. Peter Fane 5. Jose Hales 6. Bill Handley 7. Geoff Harvey 8. Steve Hunt 9. Peter McDonald	1. Shrobona Bhattacharya 2. Graham Cone 3. Heather Williams	1. Deborah Roberts	1. Nigel Cathcart

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Nick Sample	1. Sue Ellington 2. Nick Wright 3. Bunty Waters 4. Mark Howell 5. Ruth Betson	1. Douglas de Lacey	1. Gavin Clayton

Planning Committee

Liberal Democrat	Conservative	Independent	Labour
1. John Batchelor 2. Pippa Heylings 3. Martin Cahn 4. Peter Fane 5. Bill Handley 6. Brian Milnes 7. Judith Rippeth	1. Peter Topping 2. Heather Williams 3. Nick Wright	1. Deborah Roberts	

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Anna Bradnam 3. Eileen Wilson 4. Tumi Hawkins	1. Grenville Chamberlain 2. Mark Howell 3. Shrobona Bhattacharya 4. Sue Ellington 5. Graham Cone	1. Douglas de Lacey	

Scrutiny and Overview Committee

Liberal Democrat	Conservative	Independent	Labour
1. Brian Milnes 2. Anna Bradnam 3. Martin Cahn 4. Sarah Cheung Johnson 5. Claire Daunton 6. Geoff Harvey 7. Steve Hunt 8. Peter McDonald 9. Judith Rippeth	1. Grenville Chamberlain 2. Ruth Betson 3. Peter Topping	1. Douglas de Lacey	1. Gavin Clayton

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Henry Batchelor 2. Peter Fane 3. Alex Malyon 4. Jose Hales 5. Clare Delderfield	1. Graham Cone 2. Mark Howell 3. Sue Ellington 4. Bunty Waters 5. Shrobona Bhattacharya	1. Deborah Roberts	1. Nigel Cathcart

Advisory Committees**Climate and Environment Advisory Committee**

Liberal Democrat	Conservative	Independent	Labour
1. Pippa Heylings 2. Martin Cahn 3. Peter Fane 4. Jose Hales 5. Geoff Harvey	1. Graham Cone 2. Grenville Chamberlain		

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Eileen Wilson 2. Judith Rippeth	1. Heather Williams 2. Shrobona Bhattacharya 3. Nick Wright 4. Tom Bygott 5. Peter Topping		

Grants Advisory Committee

Liberal Democrat	Conservative	Independent	Labour
1. Jose Hales 2. Claire Daunton 3. Clare Delderfield 4. Peter McDonald	1. Sue Ellington		

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent	Labour
1. Bill Handley 2. Martin Cahn 3. Sarah Cheung Johnson	1. Bunty Waters 2. Shrobona Bhattacharya 3. Mark Howell 4. Heather Williams 5. Peter Topping		

Joint Committees

Cambridge Fringes Joint Development Control Committee

Liberal Democrats	Conservatives	Independent	Labour
1. Steve Hunt 2. Ian Sollom 3. John Williams+ + Spokesperson	1. Tom Bygott 2. Grenville Chamberlain	1. Douglas de Lacey (<i>seat accepted from Liberal Democrats</i>)*	

Substitutes in hierarchical order

Liberal Democrat	Conservative	Independent Group	Labour
1. Sarah Cheung Johnson 2. Tumi Hawkins 3. Eileen Wilson**	1. Graham Cone 2. Mark Howell 3. Bunty Waters** 4. Peter Topping** 5. Sue Ellington**		

(Note:

*The Council, with no one voting against, approved a departure from the rules of political proportionality, in accordance with Section 17 of the Local Government and Housing Act 1989, in respect of the allocation of seats on the Civic Affairs Committee and the Joint Development Control Committee – Cambridge Fringes.

** The Council has subsequently been advised that the terms of reference of the Cambridge Fringes Joint Development Control Committee only permit two substitutes per political group represented upon the committee.)

(c) The appointment of Chairmen and Vice-Chairmen of Committees for 2019/20 as follows:

Committee	Chairman	Vice-Chairman
Audit and Corporate Governance	Cllr Tony Mason	Cllr Nick Sample
Civic Affairs	Cllr Douglas de Lacey	Cllr Claire Daunton
Employment and Staffing	Cllr Henry Batchelor	Cllr Dawn Percival
Licensing	Cllr Anna Bradnam	Cllr Eileen Wilson
Planning	Cllr John Batchelor	Cllr Pippa Heylings
Scrutiny and Overview	Cllr Grenville	Cllr Brian Milnes

	Chamberlain	
Grants Advisory	Cllr Jose Hales	Cllr Clare Delderfield
Climate Change and Environment Advisory	Cllr Pippa Heylings	Vice-Chairman (Environment): Cllr Martin Cahn Vice-Chairman (Climate Change): Cllr Geoff Harvey

(d) The re-appointment of Grant Osbourn as the Council's Lead Independent Person and Gillian Holmes as the Council's Deputy Independent Person for a further two years, subject to annual ratification.

9. NOTIFICATION BY LEADER OF THE COUNCIL OF THE MEMBERSHIP OF THE CABINET FOR 2019/20

Councillor Bridget Smith, the Leader of the Council, advised the Council of the composition of the Cabinet for 2019/20 and in particular was pleased to report that Councillor Bill Handley had joined the Cabinet as the Lead Cabinet Member for Licensing and Environmental Services.

Council **NOTED** the appointments made by the Leader of the Council to the Cabinet for 2019/20 as follows:-

Cabinet Responsibility	Lead Cabinet Member
Leader of the Council	Councillor Bridget Smith
Deputy Leader (Statutory) and Lead Cabinet Member for Strategic Planning and Transport	Councillor Dr. Aidan Van de Weyer
Deputy Leader	Councillor Neil Gough
Customer Services and Business Improvement	Councillor Philippa Hart
Environmental Services and Licensing	Councillor Bill Handley
Finance	Councillor John Williams
Housing	Councillor Hazel Smith
Planning	Councillor Dr. Tumi Hawkins

10. APPOINTMENTS TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

Council considered a report setting out the appointments to the Combined Authority for the 2019/20 Civic Year. It was noted that the allocation of places available on the non-executive committees was in accordance with the Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2016, which required

membership of those committees to reflect, so far as reasonably practical, the balance of the political parties of the constituent councils when taken together.

Councillor Bridget Smith, the Leader of the Council, moved and Councillor Dr Aidan Van de Weyer, Deputy Leader (Statutory) and Lead Cabinet Member for Strategic Planning and Transport, seconded the proposed appointments as set out in the supplement to the agenda tabled at the meeting.

Council, by affirmation

RESOLVED:

1. To approve appointments to the Cambridgeshire and Peterborough Combined Authority for 2019/20 as set out below:-

(a) Combined Authority

Councillor Bridget Smith

Substitute: Councillor Dr. Aidan Van de Weyer

(b) Combined Authority Overview and Scrutiny Committee

Councillor Grenville Chamberlain

Councillor Pippa Heylings

Substitutes: Councillor Peter Fane (for Councillor Heylings)
Councillor Peter Topping (for Councillor Chamberlain)

(c) Combined Authority Audit and Governance Committee

Councillor Tony Mason

Substitute: Councillor Peter Fane

2. To authorise the Chief Executive to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee, in consultation with the Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.

11. APPOINTMENTS TO OUTSIDE BODIES

Council noted the current list of appointments to outside bodies as set out in pages 23 – 25 of the supplement circulated on 14 May 2019.

Council by affirmation

RESOLVED:

To note appointments to outside bodies as set out in the circulated supplement and to approve the following amendment:

- Councillor Jose Hales to be appointed to the Cambridgeshire Community Covenant Board in place of Councillor Hazel Smith.

12. AGREEMENT OF SCHEME OF DELEGATION OF COUNCIL FUNCTIONS

Council was invited to agree the Scheme of Delegation of Council Functions as set out in Part 3 of the Constitution. The relevant section was Table One (Responsibility for Council Functions).

The Chairman moved the approval of the Scheme of Delegation of Council Functions and Councillor Dr. Aidan Van de Weyer seconded the proposal.

Council, by affirmation

RESOLVED:

To approve the Scheme of Delegation of Council Functions as set out in Part 3 of the Constitution.

13. QUESTIONS FROM THE PUBLIC

No questions from the public had been received.

14. RECOMMENDATIONS TO COUNCIL**14 (a) Appointment of Chief Finance Officer (s151) (Employment and Staffing Committee, 25 April 2019)**

Councillor John Williams, the Lead Cabinet Member for Finance, in the absence of the Chairman and Vice-Chairman of the Employment and Staffing Committee, proposed the recommendation of the Committee, following its meeting on 25 April 2019, with regard to the appointment of the Chief Finance Officer (Section 151 Officer) as the contract of the individual currently holding the role would end on 17 May 2019. The Council was obliged to appoint a suitably qualified officer as Section 151 Officer to be responsible for the proper administration of its financial affairs. Mr Peter Maddock, who had recently joined the Council, was suitably qualified and experienced and had previously held the role of Section 151 Officer at another local authority.

Councillor Bill Handley seconded the proposal.

Councillor John Williams thanked Bob Palmer, Interim Executive Director and Chief Finance Officer, for his efforts during his time in the role and commended him for the positive improvements that he had made in terms of management of the Council's finances. The Chairman of the Council added his thanks to Mr. Palmer and suggested that the Council would continue to feel the benefits of his tenure in the future. Mr. Palmer responded to Members' thanks and was pleased to note the sound financial basis of the Council going forward.

Council by affirmation

RESOLVED:

1. To note that:
 - (a) The contract of the individual who currently held the role of Chief Finance Officer (S151) would end on 17 May 2019.
 - (b) The Council needed to act swiftly to put into effect arrangements in

accordance with statutory requirements set out in the Local Government Act 1972.

2. To appoint Mr Peter Maddock as Chief Finance Officer (S151) to Full Council with effect from 18 May 2019.

15. SCRUTINY AND OVERVIEW COMMITTEE ANNUAL REPORT 2018/19

Councillor Grenville Chamberlain, Chairman of the Scrutiny and Overview Committee, proposed receipt of the Scrutiny and Overview Committee Annual Report for 2018/19. In so doing, he thanked Members who had served on the committee for their hard work over the past year.

Council **RECEIVED** the Scrutiny and Overview Committee Annual Report for 2018/19.

16. CIVIC AFFAIRS COMMITTEE ANNUAL REPORT 2018/19

The Chairman of the Council, in his capacity as Chairman of the Civic Affairs Committee, proposed receipt of the Civic Affairs Committee Annual Report for 2018/19.

Council **RECEIVED** the Civic Affairs Committee Annual Report for 2018/19.

17. SOUTH CAMBS LIMITED AND SHIRE HOMES LETTINGS LIMITED

Mike Hill, Interim Chief Executive, left the Chamber prior to discussion upon this item.

Councillor Hazel Smith, Lead Cabinet Member for Housing proposed the re-appointment of Mike Hill to serve as a Director of South Cambs Limited.

Councillor John Williams, Lead Cabinet Member for Finance, seconded the proposal.

Councillor Heather Williams noted that the agenda item heading referred to Ermine Street Housing Limited which was the trading name for South Cambs Limited and it was confirmed that the agenda should have instead have referred to the latter name.

Councillor Hazel Smith proposed and Councillor Dr. Tumi Hawkins seconded that Councillor Peter Fane be appointed as a Director of Shire Homes Lettings Limited.

By affirmation, Council

RESOLVED:

1. To re-appoint Mike Hill as a Director of South Cambs Limited in an executive capacity for a further twelve months; and
2. To appoint Councillor Peter Fane as a Director of Shire Homes Lettings Limited in a non-executive capacity.

18. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

The Council noted reports prepared by the Cambridgeshire and Peterborough Combined Authority summarising the work of the Authority during January, February and March 2019.

Councillor Bridget Smith, the Leader of the Council and the Council's representative on

the Combined Authority Board:-

- Expressed the view that the summaries of the work of the Combined Authority as currently presented were not particularly helpful and that she hoped these would be looked at as part of the governance review which was under way.
- Reported that Government legislation had just been passed which would enable the £100m housing budget to be spent on affordable housing rather than just housing to be let at social rent. This would allow acceleration of the delivery of the housing programme and it was to be hoped that South Cambridgeshire would receive its fair share of the affordable housing budget.
- Commented on a proposal to establish a Cam Metro Board, comprising a mix of local authority and business representatives.
- Referred to discussions which had taken place to develop a growth company which would be involved in delivering on skills.
- Noted that a new Finance Officer had been appointed.
- Reported that the Combined Authority had undertaken a recruitment process for a new Chief Executive but unfortunately had failed to make an appointment.
- Referred to media reports regarding the appointment of the former Leader of East Cambridgeshire District Council to a Strategic Director role at the Combined Authority.
- Referred again to a governance review which was under way. She and the Leader of Cambridge City Council had taken the opportunity to feed their comments into that review. The previous system of portfolio holders had been replaced with a committee system but the Leader did not feel that this was currently functioning well as there was not representation from every local authority on each committee. Additionally the committees currently did not have any delegated powers. She was pushing for the membership of committees to be broadened so that every committee had representation from each constituent authority. It was hoped that the recommendations arising from the governance review would address some of these concerns.

Council **RECEIVED** the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in January, February and March 2019.

19. MAJOR OPPOSITION GROUP LEADER'S ANNUAL STATEMENT

Councillor Peter Topping, the Leader of the Opposition, presented his annual statement.

Councillor Topping's statement included reference to:

- The commitment given in his previous annual statement that the opposition would not oppose for the sake of opposition and in that context drew attention to the action of the opposition in supporting the motion to transition to zero carbon by 2050 in the next Local Plan;
- Concerns regarding the work of the consultants on the organisational review and the associated costs; the cost of the previous Chief Executive's early retirement and in relation to staff turnover.
- The indication in the report of the consultants that the number of meetings had risen, and speculation as to which meetings these might be, noting that these did not include portfolio holder meetings which were no longer held; that two meetings of the Audit and Corporate Governance meetings had been cancelled, notwithstanding that the accounts had yet to be closed and that the mental health working group appeared to be on hold.
- Concern that the affordable housing for this phase of the Waterbeach development would be 30% and not the 40% affordable homes target.

A copy of the full statement may be viewed on the Council's website (Meetings and Councillor Information) or via the following link:

- [Major Opposition Leader's Statement](#)

Council **RECEIVED** the Major Opposition Leader's Annual Statement

20. WRITE OFF OF OUTSTANDING DEBTS

Councillor John Williams, the Lead Cabinet Member for Finance, presented a report which notified the Council of debts written off under powers delegated to the Lead Cabinet Member and Chief Finance Officer. This was being reported in line with the requirements of the Constitution.

The Council **NOTED** amounts written off under delegated powers as set out in the report of the Executive Director.

21. URGENT EXECUTIVE DECISIONS

The Council received an information report from the Monitoring Officer on a decision taken as a matter of urgency and which had been exempted from call-in under Scrutiny and Overview Procedure Rules 12.18 – 12.20. Rule 12.19 provided that decisions taken as a matter of urgency must be reported to the next available meeting of the Council.

The report indicated that a decision had been taken by the Executive Director, after consultation with the Property Investment Governance Board, to proceed with the purchase of 140 Cambridge Science Park for £13,000,000. The Chairman of the Council and Vice-Chairman of the Scrutiny and Overview Committee (in the absence of the Chairman) had agreed that the decision proposed was reasonable in all the circumstances and to it being treated as a matter of urgency. The decision was urgent as the vendor had required an urgent response from bidders for the property. Any delay in making a decision would have greatly reducing the Council's chances of being able to acquire the investment property.

Council **NOTED** the report.

22. QUESTIONS FROM COUNCILLORS

22 (a) From Councillor Claire Daunton

Could the Lead Member for Housing provide details of the Administration's plans for provision of housing for retirement?

Councillor Hazel Smith responded that the Council's Housing Strategy recognised the need for provision of homes of all types for older people, including 5% age exclusive homes and 7% specialist homes and extra care schemes. These negotiations were already going on with developers.

The Extra Care Scheme, Mill View at Hauxton, which was the Affordable Housing element on that site on the A10, was almost complete and Bedfordshire Pilgrims Housing Association was just finalising the care arrangements with the County Council. Cllr Hazel Smith noted that she had visited the scheme over the previous weekend and had picked up some brochures which she could share with any interested Members. The

scheme would provide 70 one and two bedroom apartments for affordable rent and shared ownership for people over 55 who needed at least an hour's care a week. The development included a cafe and roof garden, a guest suite for visitors, and space for a shop and a hair salon, if private enterprises took them on. The rental properties would be advertised through Homelink and allocated via an allocations panel, and the Shared Ownership were either a 75% maximum share, with no rent to pay, or a 50% share with rent making up the difference and an option to staircase up to 75%.

There were expected to be 62 age exclusive homes at Northstowe Phase 2A. Homes England were keen to see a wide provision of different housing types at Northstowe, and were currently planning the town centre phase. They had agreed with the Council to make provision for mature residents in their first phase and had provisionally agreed to 62 flats all for affordable rent. They had yet to identify the provider so design and mix were at an early stage although they expected Urban Splash to construct them. This was a modular building company, which would be involved in delivering some of the Homes England dwellings. Homes England were also in discussion with the NHS about further provision and this might include extra care in various tenures at Northstowe. This all supported the Healthy Town designation of Northstowe.

When talking to developers and Registered Providers about the housing mix on new developments, officers would consider whether homes for older people could be included in the mix, depending on the need in that town or village. The Council had a solid evidence base of the projected need for housing for older people, from the study commissioned in 2016 from Sheffield Hallam University and details could be passed on to any interested Member.

For the villages where local people wanted more homes for downsizing, the local answer could be an exception site providing some affordable housing for older people.

Councillor Dr. Daunton noted that the Housing Strategy document had referred to the possibility of a retirement village and asked, as a supplementary question, whether this idea was being taken forward?

Councillor Hazel Smith responded that the Housing Strategy had indicated that the Council would explore options to see whether the retirement village model would be suitable for the District. This could be further explored as part of the development of the next Local Plan. The Council would also be speaking with providers to understand the scale, viability, locational needs, population demographics, etc. that a retirement village required and there was also a need to understand the financial implications this may have for the County Council in terms of care costs and how this would fit in with their longer term plans. Councillor Hazel Smith concluded by commenting on the importance of ensuring that the residents of any retirement village were integrated into the wider community.

22 (b) From Councillor Eileen Wilson

This question is about the recruitment of a substantive Chief Executive to the Cambridgeshire and Peterborough Combined Authority. In August 2018, Martin Whiteley, then Chief Executive left his post. Just over a year after having been appointed to the post in July 2017. In October 2018, we learnt, following a Freedom of Information request, that he had received a pay-off of £94,500 which had been agreed by Mayor James Palmer without reference to the Executive Board. Two interim Chief Executives were appointed by the Mayor. The post was advertised, and applications closed in January 2019. In February, the interim Chief Executive advised the Combined Authority's Overview and Scrutiny Committee that shortlisting was taking place and that

a recommendation for a new Chief Executive would be submitted to the Combined Authority's Executive Board in March. We are now in May, some 9 months after the Chief Executive left and nothing further has been heard. Mayor Palmer had said previously that he didn't believe the public was even slightly interested in the pay off. However, the taxpayers that this Council serves do have an interest in how this post is going to be filled. Just two of the 7 Nolan Principles on standards in public life demand that those holding public office should take decisions in an open and transparent manner and are accountable to the public for their decisions and actions. In this spirit, this Council and the residents of South Cambridgeshire would wish to know how many candidates applied for the post and were subsequently shortlisted, interviewed and recommended to the Executive Board for appointment?

Councillor Bridget Smith, the Leader of the Council, referred to a response which she had received from the Interim Chief Executives of the Combined Authority with regard to the recruitment process for a permanent Chief Executive of the Authority. The response indicated that 20 applications had been received, of which 10 had been longlisted (and interviewed) and 4 shortlisted. One shortlisted candidate had withdrawn before interview with the remainder being interviewed by the Employment Committee on 26 March 2019. The Employment Committee had not made a recommendation to the Combined Authority Board and the Board had agreed to extend the appointment of the interim joint Chief Executives until the Annual meeting in May 2019 and would consider the matter again at that meeting.

Councillor Wilson, as a supplementary question, asked whether, given that a permanent appointment had not been made, the post would be advertised again and an open and fair recruitment process would be followed?

Councillor Bridget Smith indicated that, whilst it was to be hoped that the post would be advertised and that a transparent recruitment process would be adopted, she was unable to respond to the supplementary question. The position might become clearer following the Combined Authority's Annual meeting on 29 May 2019.

22 (c) From Councillor Nick Sample

As the recent evidence-based report to cabinet noted, larger villages in our district – such as Great Shelford, Sawston and Cottenham – are experiencing significant problems with parking control, which is the responsibility of Cambridgeshire Constabulary. Because parking enforcement is not a priority for the police, relatively little resource is allocated to it (152 parking tickets issued in 2017-18 across South Cambridgeshire). With growing populations in our larger villages, and increasing development and work opportunities drawing more commuters into the area, there is a need not only to address urgently the current issues, but also to look ahead and consider the medium-to-long term strategy for parking control. What role is there for South Cambs District Council in helping to solve the current issues around parking control, and in planning for the future?

Councillor Neil Gough, Deputy Leader, updated the Council on the work officers had been undertaking to explore the options with regard to parking enforcement. He reminded Members that enforcement was the responsibility of the Police however there were two options that could be considered. A local authority could apply to the Department of Transport to operate a civil parking enforcement scheme (CPE), however the relevant guidance required that such a scheme should not impose a financial burden on the Council Tax payer and it was difficult to see therefore how the Council could operate CPE unless another body, such as the County Council, was involved. The second option was improvement of existing parking enforcement. The Leader had

written to the Police and Crime Commissioner to encourage improved enforcement, but had been advised that this was not a priority when measured against other demands on the service. The Council had followed up its initial approach to emphasise the scope for exploring provision of additional funding to create additional Police Community Support Officer (PCSO) resource, possibly funded by affected parishes, but the latest communication from the Police was that such a proposal could not be supported having regard to other priorities and that there was a wish to avoid “post code policing”. Councillor Gough indicated that the Council would however continue to review whether there was any further opportunity of addressing parking enforcement via a CPE arrangement.

As a supplementary question, Councillor Nick Sample asked whether Councillor Gough was disappointed that the Police had not regarded improving parking enforcement as a good use of public money? Councillor Neil Gough confirmed his disappointment that it had not yet been possible to find a way forward but repeated that the Council would continue to explore options to improve parking enforcement. He further noted that the issue would be raised at the forthcoming Parish Council/Cabinet Liaison meeting and encouraged Members to discuss parking enforcement with their parish councils.

22 (d) From Councillor Dr. Martin Cahn

I was glad to represent the Council at the launch event for the inspiring and award-winning Marmalade Lane Cohousing development in Orchard Park on April 25th. Talking to the residents it transpired that one of the greatest problems for other groups that are currently embarking on such developments is the difficulty of finding suitable land. What consideration is being given to resolving this problem in the revision of the local plan and by other means?

Councillor Dr. Tumi Hawkins, Lead Cabinet Member for Planning, agreed that the Marmalade Lane Co-housing development was an inspiring scheme, both in terms of its appearance and more importantly because it provided the sort of housing that its residents wanted and indicated that she would welcome the development of similar schemes across the District. She was aware that access to developable land was a challenge to the delivery of such bespoke housing schemes, not only for more co-housing developments but also for custom and self builders. An important reason why land availability remained a hurdle was that the prospective developers of bespoke housing schemes were usually outbid by mainstream developers when seeking to purchase sites and cheaper land was usually only available in locations where its development would be contrary to the Local Plan. Councillor Dr. Hawkins indicated that, looking ahead to the new joint Local Plan, consideration would be given to what more the Council could do to boost the provision of a wider mix of housing types. Work would be commissioned this year to collect evidence of the different types of specialist housing needed in the District. Based on the evidence, consultation would then take place with the public and other stakeholders during the “Issues and Options” stage of the Local Plan process. Possible future options might include allocating sites for specific types of housing development; requiring large sites to include a specified mix of housing types or possibly allowing specified types of housing to come forward as a new form of exception housing, outside development frameworks. Other ideas for increasing the provision of specific types of housing would be welcomed.

Councillor Dr. Martin Cahn noted that it could take several years to adopt the Local Plan and, as a supplementary question, asked what the Council could do at an earlier stage to increase provision of specialist housing?

Councillor Dr. Tumi Hawkins responded that better evidence was needed as to the range

of housing needs to be addressed, noting that it might be possible through negotiation in respect of Local Plan Policy H/9 "Housing Mix" to achieve a more diversified housing offer on larger sites across the District. However the key was to obtain the appropriate evidence as to housing needs.

22 (e) From Councillor Mark Howell

The Chairman noted that as Councillor Howell was not present at the meeting, a written answer would be provided to his question.

22 (f) From Councillor Nick Wright

The Tree public house in Stapleford is listed as a community asset. Some of the top public houses in our district are owned or run by community groups. When will this administration at South Cambs District Council support the community group trying to save the pub by starting compulsory purchase proceedings against the owners?

Councillor Bridget Smith, the Leader of the Council, reported on her understanding that the Local Members had been working with the community group and that the group had sought their own legal advice. She believed that the legal advice had now been passed to the Council and was currently being considered, although she had not yet seen it. Additionally, she referred to the expectation that a planning application might be received from the owner of the property and this was likely to be a factor in determining whether the position of "last resort" required to proceed to CPO had been reached.

Councillor Nick Wright asked, as his supplementary question, for an honest answer so that the community group knew whether they were wasting their time or whether the Council would pursue a CPO which could take around 2 years to achieve.

Councillor Bridget Smith responded that sometimes honesty meant having to say that you did not know at this moment in time. She indicated her appreciation for the work of the community group but noted there were serious implications to be considered and that the Council had to take account of its responsibility to the wider Council Tax payers. Further information had come forward and it was not possible here and now to make a judgment. It was important that any decision was taken against the background of all the evidence and having regard to the full implications and risks. Councillor Bridget Smith indicated that she would be happy to meet again with the community group to discuss the process and repeated that the Local Members continued to work closely with the group.

22 (g) From Councillor Geoff Harvey

South Cambridgeshire District Council, Cambridgeshire County Council and the Citizens Advice Bureau all have resources which can be targeted to support EU nationals in achieving settled status.

However, can the Cabinet initiate coordination and pooling of these resources and signposting within these organisations to support our valued EU nationals?

Councillor Bridget Smith, the Leader of the Council, responded that the Brexit Advisory Group should be reconvened to consider how the Council could support its valued EU nationals. She noted that the Council had received circa £17k funding from the Government to enhance capacity and capability in preparation for Brexit related activities. The Brexit Advisory Group could play an important role in determining how this Government funding should be allocated.

Councillor Harvey asked whether the Council's website could be updated to provide prominent guidance to EU nationals on the EU settlement scheme, noting that Cambridgeshire County Council's website contained such information. The Leader undertook to arrange for the website to be updated accordingly.

22 (h) From Councillor Shrobona Bhattacharya

I have the pressure from the residents about the High Street development in Cambourne, do you have any updates for the residents of Cambourne?

Councillor Bridget Smith, the Leader of the Council, reported that work with Cambourne Town Council continued to progress and that she was in regular communication with the Town Council. With regard to the scheme that the Council had decided not to be an investor in, this was now with the developer and she understood that the developer was seeking to take the scheme to the market. Whilst not directly involved with the Cambourne High Street scheme, the Council was keen to develop a wider strategy for Cambourne and continued to engage actively with relevant parties, including Morrisons, to look at the improvements that could be made, including in the short term, to make Cambourne a more sustainable place to live.

As a supplementary question, Councillor Bhattacharya asked whether the Leader could give any more concrete information, including timescales, relating to any improvements for Cambourne?

Councillor Bridget Smith indicated that she would request those officers involved in the discussions to prepare a short report which she could share with Councillor Bhattacharya. She would also be happy to present this to the Town Council.

22 (i) From Councillor Peter Topping

Can the Leader give the number of affordable houses in South Cambridgeshire built or committed to be built in the past 12 months where funding has been allocated (either as a grant or a loan) from the £100m housing pot secured from HM Government for the Combined Authority?

Councillor Hazel Smith, Lead Cabinet Member for Housing, reported that there were two Combined Authority funded schemes that had provided 23 affordable homes, in Melbourn and Willingham, both of which were now nearing the stages of practical completion. Combined Authority funding had also been agreed for a further 52 properties in October 2018. So far, the Combined Authority had agreed to fund five schemes within South Cambridgeshire totalling £3,169,934 which represented 37% of the grant element of the funding allocated across the area so far. No Registered Providers (RPs) had applied for loans.

The Chairman ruled that the 30 minute time period allowed for Members' questions had now expired.

22 (j) From Councillor Heather Williams

The Chairman noted that as the time period for Members' questions had expired, Councillor Heather Williams would receive a written response to her question.

23. DATES OF COUNCIL MEETINGS 2019/20

Council **NOTED** the dates of Council meetings in 2019/20 as follows:-

Thursday 18 July 2019 at 2.00pm
Thursday 26 September 2019 at 2.00pm
Thursday 28 November 2019 at 2.00pm
Thursday 20 February 2020 at 2.00pm
Thursday 2 April 2020 at 2.00pm
Thursday 21 May 2020 (Annual Meeting) at 2.00pm

24. CHAIRMAN'S ENGAGEMENTS

The Council noted those engagements attended by the Chairman and Vice-Chairman of the Council since the last meeting.

(Note: Subsequent to the meeting, an error has been identified in the list of engagements attended by the Chairman/Vice-Chairman. The Vice-Chairman did not attend the Annual Council Meeting of the Women's Institute on 29 April 2019 as incorrectly indicated on the agenda sheet).

25. EXCLUSION OF PRESS AND PUBLIC

The Chairman invited the Council to consider whether the ensuing two items of business contained exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972 and whether the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Councillor Brian Milnes seconded the motion.

Whilst a formal vote was not taken on the motion, the following Members indicated that they were against it:-

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

RESOLVED:

That the following items of business contain exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The Chairman then moved:

That the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that, if present, there would be a disclosure to them of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part 1 of Schedule 12A of the Act (as amended).

Councillor Brian Milnes seconded the proposal.

Whilst a formal vote was not taken on the motion, the following Members indicated that they were against the proposal:-

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Council

RESOLVED:

That the press and public be excluded from the meeting for the following items of business in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that, if present, there would be a disclosure to them of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of the Act (as amended).

26. MINUTES

The minutes of the extraordinary meeting of the Council held on 21 February 2019 (which contained exempt information as defined in paragraphs 1, 2 and 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended)) were approved for signature by the Chairman as a correct record, subject to inclusion therein of reference to the response given to a question from Councillor Heather Williams regarding the substitution arrangements for the meeting of Employment and Staffing Committee on 13 February 2019.

27. ORGANISATIONAL REVIEW

Mike Hill, Interim Chief Executive, withdrew prior to consideration of this item.

Councillor Peter Topping moved:

“That consideration of the recommendation of the Employment and Staffing Committee in relation to the Organisational Review be deferred until the Chairman or Vice-Chairman of the Committee are available to present it to the Council”.

The motion was seconded by Councillor Nick Wright.

Councillor Sarah Cheung Johnson observed that the recommendation had been agreed collectively by the Employment and Staffing Committee.

Councillor Heather Williams pointed that there had been one abstention at the Employment and Staffing Committee.

Upon being put to the vote, votes on the motion were cast as follows:

In favour (12):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Nigel Cathcart, Grenville Chamberlain, Gavin Clayton, Graham Cone, Sue Ellington, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Against (24):

Councillors John Batchelor, Anna Bradnam, Sarah Cheung Johnson, Dr. Claire Daunton,

Dr. Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Deborah Roberts, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Abstain (1):

Councillor Dr. Martin Cahn

The Chairman declared the motion to be lost.

Councillor Neil Gough, Deputy Leader, moved the recommendation of the Employment and Staffing Committee and provided further background and information on the proposals set out in the report. In so doing, he drew attention to additional recommendation (d) in the accompanying report of the Interim Corporate Director.

Detailed discussion ensued during which some Members raised concerns in relation to the proposals. Councillor Gough responded to the comments made.

Recommendations (a) and (b) in the report were agreed by affirmation.

Upon recommendation (c) in the report being put to the vote, votes were cast as follows:

In favour (23):

Councillors John Batchelor, Anna Bradnam, Dr. Martin Cahn, Sarah Cheung Johnson, Dr. Claire Daunton, Dr. Douglas de Lacey, Clare Delderfield, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (11):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Deborah Roberts, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Abstain (1):

Councillor Peter Fane

The Chairman declared the motion to be carried.

Upon recommendation (d) in the report being put to the vote, votes were cast as follows:

In favour (26):

Councillors John Batchelor, Anna Bradnam, Dr. Martin Cahn, Nigel Cathcart, Sarah Cheung Johnson, Gavin Clayton, Dr. Claire Daunton, Dr. Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Jose Hales, Bill Handley, Geoff Harvey, Dr. Tumi Hawkins, Steve Hunt, Alex Malyon, Peter McDonald, Brian Milnes, Judith Rippeth, Nick Sample, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer, John Williams and Eileen Wilson.

Against (11):

Councillors Ruth Betson, Dr. Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Deborah Roberts, Peter Topping, Bunty Waters, Heather Williams and Nick Wright.

Abstain (0):

The Chairman declared the motion to be carried.

Council

RESOLVED:

1. That the proposals to change the strategic management structure as set out in the report of the Interim Corporate Director, be noted.
2. That the Council's policies and legal requirements set out within the report, be noted.
3. That the recommendation of the Employment and Staffing Committee, set out at paragraph (c) of the report, together with the further recommendation set out at paragraph (d) in the report, be approved.

The Meeting ended at 4.10 p.m.

Minute Item 22

Appendix 1 to the Minutes of the Meeting of the Council held on 16 May 2019

Written Responses to Members' Questions

Minute 22 (e) Question from Councillor Mark Howell

Could the Leader please give the members of the Council an update what is going to be the use of the old site in Papworth Everard, and any other information which may be of relevance to the people of South Cambridgeshire and of Papworth Everard in particular

Response from the Lead Cabinet Member for Planning

The site of the Hospital in Papworth is allocated for development in the adopted Local Plan (Policy E/6). Last year officers had preliminary discussions with the Trust about their plans for the future. The Trust have not yet entered into formal pre-application discussions with the Local Planning Authority to progress the dialogue about future development of the site. Any future development will involve engagement with the community at both pre and post application stages.

Minute 22 (j) Question from Councillor Heather Williams

How much has the Council spent on temps and consultants in the last 12 months?

Response from the Lead Cabinet Member for Finance

In the financial year 2018/19, £3.21m was spent on Agency Staff and Consultants, a saving of £1.12m on the funds that were available by the under-spend on salaries (£2.19m) and the budgets for Agency Staff (£0.63) and Consultants (£1.51m excluding the Shared Services).

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